

JOB DESCRIPTION AND POSITION CLASSIFICATION

DSC 525 (2-PAGE) (REV. 01/10)

CLASSIFICATION Senior Engineer, Water Resources		POSITION NUMBER 530-001-3261-00x	MCR 1	RPA #
APPOINTEE Vacant		EFFECTIVE DATE	DIVISION/SECTION Delta Stewardship Council/Delta Plan	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input type="checkbox"/> Supervisory Related BU: <input checked="" type="checkbox"/> S09 Confidential Related BU: <input type="checkbox"/> Rank and File BU: <input type="checkbox"/>				
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input checked="" type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print)	SUPERVISOR'S CLASSIFICATION Supervising Engineer, WR	
APPROVED BY (Personnel Analyst's Name)			DATE	
ALL EMPLOYEES ARE EXPECTED TO WORK COOPERATIVELY WITH OTHERS; MAINTAIN REGULAR, CONSISTENT, PREDICTABLE ATTENDANCE; POSSESS INTEGRITY, INITIATIVE, DEPENDABILITY, AND GOOD JUDGMENT.				
POSITION SUMMARY				
Briefly (1-3 sentences) describe the main purpose and function of the position, including the organizational setting: Under general direction from the Supervising Engineer, Water Resources, Delta Stewardship Council, the incumbent serves as a staff specialist that manages the levee and flood risk components of the Delta Plan; including levee design and investment strategies, seismic risk, emergency response and preparedness.				
DESCRIPTION OF DUTIES				
Percent of Time (E) and (M)	Indicate the duties of the position and the percentage of time spent on each. Group related tasks under the same percentage. Percentages should be in increments of 5% with the highest percentage first. Identify essential functions with an (E) and marginal functions with an (M) in the percentage column. "Other duties as required" cannot be used as a task statement.			
50% (E)	Plan, lead, and consult with multidisciplinary teams to analyze complex levee and flood risk problems in the Delta. Coordinate with other staff working in related areas of the Delta Plan (such as ecosystem restoration, water supply reliability, and water quality) to develop policy recommendations and integrated solutions. Provide technical advice and guide Council personnel on levee and flood risk matters pertaining to the Delta Plan. Develop work plans to meet project objectives and deadlines; evaluate progress in achieving objectives relating to the Delta Plan; and make sound judgments in order to facilitate and implement actions pertinent to the process. Provide technical engineering analyses; utilize negotiating skills; and lead consultant teams in the acquisition, evaluation, summarization, and critical review of special assignments. Disseminate information and apprise the Delta Stewardship Council.			
25% (E)	Coordinate and collaborate with Delta Plan stakeholders on specific levee and flood risk issues, as directed by the Delta Stewardship Council. Develop and ensure a high level of support from the stakeholders with regards to levee and flood risk elements of the Delta Plan through formation and leadership of technical work groups; through public outreach presentations; through ongoing personal consultation with leaders in levees and flood risk management; and through written correspondence.			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print)		SUPERVISOR'S SIGNATURE		DATE
		➤		
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print)		EMPLOYEE'S SIGNATURE		DATE
Vacant		➤		

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15% (E)	Undertake special assignments from the Chair, Executive Officer, and Deputy Executive Officer of the Delta Stewardship Council involving difficult tasks related to levees and flood risk. This requires a thorough understanding of the Council's mission, programs of related agencies, and the positions of stakeholders. Ensure that policies are followed and program expenditures are appropriate; and that the work is efficiently and correctly performed and in accordance with work plans.			
10% (M)	Ensure the preparation of accurate, clear, and concise engineering reports. This includes ensuring information on the project or studies, which may be written by others, is accurate and up to date as much as possible. Answer difficult and complex technical questions; give presentations to the Delta Stewardship Council, related agency staff, external stakeholders, and other boards and policy groups. This may require driving a vehicle on public roadways.			
FINANCIAL DISCLOSURE REQUIREMENT Position is listed in the Department's Conflict of Interest Code and requires disclosure.				
SPECIAL REQUIREMENTS Possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers is required.				
Must possess a valid California Drivers License with a good driving record.				